



"First Choice for Service while Traveling on State of Colorado Business"

633 17th Street, Ste 1580 Denver, CO 80202 Phone: (303) 866-3986 Fax: (303) 866-4233

BASIC ORDERING AGREEMENT Automobile Rentals

ENTERPRISE

US Bank VISA Central Travel (Event) Card Use **[Book Using Third-Party Billing](#)**

(If your Department is not listed, please contact Brian Smith at 720.875.9905 or brian.c.smith@erac.com)

As required by the BOA, Enterprise will allow rentals in Colorado to be placed on a State Central Travel (Event) card without having the card present at the time of rental. This will allow the Central Travel (Event) card to be used by travel arrangers to rent vehicles for infrequent travelers.

To facilitate this process, please complete the [Credit Card on File Agreement](#) and fax to the StateTravel Management Program for processing: 303-866-4233.

Please Note: Enterprise Customer Numbers are available for in-state reservations **ONLY**

Please note: This form requires the signature of the Travel Compliance Designee (TCD) assigned to your agency or insitution. (If you do not know your TCD See: [TCD List](#))

STMP will notify the TCD once the Customer Number has been assigned. The Customer Number is to be used when booking reservations with Enterprise. This number shall be kept secured & confidential.

STMP will maintain a secured & confidential complete list of all Enterprise Customer Numbers created for STMP program participants

